

ITEM NO. 4A

MINUTES TONKA BAY CITY COUNCIL REGULAR MEETING March 27, 2018

1. CALL TO ORDER

The regular semi-monthly meeting of the Tonka Bay City Council was called to order at 7:00 p.m.

2. ROLL CALL

Members present: Mayor De La Vega, Councilmembers Anderson, Ansari, LaBelle, and Jennings. Also present were City Administrator Crawford, Public Works Superintendent Bowman and City Attorney Biggerstaff.

3. APPROVAL OF AGENDA

Anderson moved to approve the agenda as submitted. Ansari seconded the motion. Ayes 5. Motion carried.

4. CONSENT AGENDA

Anderson moved to approve the following consent agenda items:

A. Regular Meeting Minutes of March 13, 2018

B. Financial Report

Ansari seconded the motion. Ayes 5. Motion carried.

5. MATTERS FROM THE FLOOR

None.

6. SPECIAL BUSINESS

None.

7. PUBLIC HEARINGS

A. Amend Section 402 – Fee Schedule

Crawford stated that the fee schedule needed to be amended to include the short term rental fees and that the specified fee amounts recommended by staff may be changed by Council.

De La Vega opened the public hearing.

Dennis Richards, 5100 Manitou Road, commented that Section 425 Short Term Rental states that revocation of the license occurs after the second offense, not the

third as it is detailed in the recommended Ordinance No. 2018-04. De La Vega agreed.

De La Vega asked the Council whether a fee should be associated with the revocation. Jennings commented that a fee should be included.

De La Vega directed staff to add revocation to the second offense. LaBelle inquired if this affects the public hearing. Crawford stated no because the fee schedule was discussed.

Hearing no other comments, De La Vega closed the public hearing.

Anderson moved to waive the second reading of Ordinance 2018-04 Chapter IV Section 402 Fee Schedule. Jennings seconded the motion. Ayes 5. Motion carried.

Anderson moved to approve Ordinance 2018-04 Chapter IV Section 402 Fee Schedule and to amend the second violation to include revocation. Jennings seconded the motion. Ayes 5. Motion carried.

Anderson moved to approve Resolution 18-08 authorizing summary publication of an ordinance amending Chapter IV Section 402 Fee Schedule and to amend the second violation to include revocation. Jennings seconded the motion. Ayes – Anderson, Ansari, LaBelle, Jennings and De La Vega. Motion carried.

8. OLD BUSINESS

None.

9. NEW BUSINESS

A. Amend Section 300 – Building Code, Adopt Section 370 – Stormwater Management

Greg Beckius, WSB & Associates, explained the addition of stormwater management to Section 300. He discussed the proposed Section 370.

Jennings moved to waive the second reading of Ordinance 2018-05 and to approve Ordinance 2018-05 amending Chapter III Section 300 Building Code to add reference to Section 370 Stormwater Management. Jennings seconded the motion. Ayes 5. Motion carried.

Anderson moved to approve Resolution 18-09 authorizing summary publication of an ordinance amending Chapter III Section 300 Building Code. Ansari seconded the motion. Ayes - Anderson, Ansari, LaBelle, Jennings and De La Vega. Motion carried.

Jennings moved to waive the second reading of Ordinance 2018-06 and to approve Ordinance 2018-06 amending Chapter III by adding Section 370 Stormwater Management. Jennings seconded the motion. Ayes 5. Motion carried.

Anderson moved to approve Resolution 18-10 authorizing summary publication of an ordinance amending Chapter III by adding Section 370 Stormwater Management. Ansari seconded the motion. Ayes - Anderson, Ansari, LaBelle, Jennings and De La Vega. Motion carried.

B. Filter Control System Improvements Proposal

Nick Preisler, City Engineer, stressed the importance of the filter control system improvement project. In addition, he stated that Public Works has noticed several more issues within the last couple of weeks. He discussed Barr Engineering's schedule and the quoted costs.

De La Vega stated his concerns of the quoted cost and the lack of information in Barr Engineering's proposal. Preisler explained Barr Engineer's proposal.

Preisler discussed the quotes Public Works received from other companies.

Preisler remarked that due to the integration of the filter control system with the main control panel, it would be cost effective for Barr Engineering to replace both at the same time. Furthermore, Barr Engineering indicated that there would not be any cost savings by adding the filter control system as an addendum to the slaker project. De La Vega noted that he would like the filter control system and the main control panel to be completed together to take advantage of the cost savings; however, he stated it is imperative that the filter control system be replaced soon.

De La Vega asked if it would be problematic to have separate companies replace the filter control system and the main control panel. Preisler answered yes and explained the reasons.

De La Vega, Preisler and Bowman discussed the integration of the filter control system and main control panel.

Crawford and De La Vega discussed funding. Crawford commented on bonding and CD's. LaBelle stated that there are reserve funds which may be used.

Preisler stated that bidding would begin on approximately April 11 for the slaker project and mid to late May for the filter control system and main control panel project.

Crawford asked Bowman for his opinion. Bowman replied that the slaker should be replaced as soon as possible and that the filter control system and the main control panel projects should be completed together for cost reasons. He also commented that the filter control panel is taking more staff time to run.

De La Vega asked about water quality. Bowman replied that it should not be affected unless the slaker fails, resulting in hard water.

Ansari remarked that the slaker should be done separately and the filter control system and main control panel should be done together.

De La Vega, Ansari and Preisler discussed the option of adding the clarifier with the filter control system and the main control panel. Jennings and Preisler discussed the possibility of receiving quotes with and without the clarifier.

De La Vega recapped: proceed with the slaker project and combine the filter control panel and the main control panel as a separate project.

Preisler stated he will contact Barr Engineering to provide a more detailed proposal to include the filter control panel and the main control panel.

C. Rehab Lift Stations #3 and #7

Bowman noted the previously approved funding amounts for Lift Stations #3 and #7 and discussed the proposals and surplus. Bowman recommended using the surplus toward the repair of the lift station located at 135 Crabapple Lane.

De La Vega inquired of the scheduling of rehabbing the Crabapple lift station. Crawford and Bowman replied it is scheduled for this year.

De La Vega asked if the surplus needs to be designated for this project. Crawford stated no.

Jennings moved to approve the quote from Quality Controls & Integration Inc. in the amount of \$64,940.00 and A-1 Electric Service of Waconia, Inc. in

the amount of \$5,368.00 to rehab Lift Stations #3 and #7. Anderson seconded the motion. Ayes 5. Motion carried.

10. MATTERS FROM THE FLOOR

None.

11. REPORTS

A. Administrator's Report – Crawford submitted her letter of resignation to the Council and stated May 9th will be her last day. She recommended that the Council form a hiring committee for her replacement. Crawford indicated that the city administrator job advertisement will be posted by the end of the week.

De La Vega proposed that the current salary be offered unless a councilmember would like to conduct a salary survey. Crawford stated that she has access to such information. De La Vega commented that changing the salary would extend the hiring timeline.

Crawford noted that there may be a few weeks without someone in the city administrator position. Therefore, she could assign staff various duties until the position has been filled.

De La Vega inquired of the council who would like to participate in the hiring committee with him. Anderson and LaBelle indicated they would help with the hiring committee. Crawford stated that if the committee is three members, then it falls under the open meeting law. Thus, LaBelle rescinded. Crawford stated that all Councilmembers may interview the candidates and make the final selection.

B. Jeff Anderson – Finance, Fire Lanes and Public Access, Technology – No report.

C. Elli Ansari – Parks and Playgrounds, LMCD, Sanitation and Recycling – No report.

D. Adam Jennings – EFD, Commercial Marinas, Municipal Docks – He stated he will be chairing the upcoming Fire Department meeting.

E. Bill LaBelle – Building Inspection, Municipal Buildings and Grounds – No report.

F. Attorney's Report – No report.

G. Gerry De La Vega –SLMPD, Administration, Public Works – No report.

12. ADJOURNMENT

There being no further business, it was moved by Anderson to adjourn the meeting at 8:01 p.m. Ansari seconded the motion. Ayes 5. Motion carried.

Attest:

Clerk